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Executive Registry
11-2180

9 March 1959

MEMORANDUM FOR: Director of Central Intelligence


ATTENTION: Executive Officer

SUBJECT: Advisory Committees

REFERENCE: DCI Memo to Deputy Directors and IG, Same Subject, dated 14 Feb. 1959

1. Attached in accordance with the request contained in referenced memorandum are lists of Advisory Committees used by DD/I Offices. In addition to listing the purpose and membership of each committee we have outlined the application of the criteria the Director set forth in his memorandum.

2. You will note that only four of my offices use committees of this sort. There is nothing to report on this subject from the others.

  
ROBERT AMORY, JR. /  
Deputy Director (Intelligence)

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Encls.

26 February 1959

MEMORANDUM FOR: Executive Officer/DCI

VIA: Deputy Director/Intelligence

SUBJECT: Advisory Committees

1. The Office of National Estimates utilizes, in an advisory capacity, one panel of consultants which may come within the meaning of "advisory committee" as outlined in the Director's memorandum of 14 February 1959.

2. This Panel of Consultants has been operating since early 1951, and was originally set up under the aegis of Mr. William H. Jackson, then the Deputy Director of Central Intelligence.

3. This Panel is composed entirely of non-governmental members, \* drawn largely from academic and business fields. It is convened roughly five times a year, between late September and late May. The meetings are each held for a two-day period, in Princeton, New Jersey, and are invariably chaired by a member of the Board of National Estimates. They are attended, in addition, always by one or more other members of the Board, and up to five staff members concerned with the subjects to be discussed. The Director has much interest in these meetings and has often attended them. The agenda for each set of meetings is drawn up by the chairman, in consultation with other O/NE staff members. The Office of Security has from the beginning had the final approval as to physical set-up, inspection of premises, and protection of classified documents, and has always furnished security officers to attend the meetings.

4. Each member of the Panel is a fully cleared consultant to the agency. The Office of National Estimates, in the person of the chairman, is in control of the discussions.

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\* It is possible that one retired army officer and one active duty army officer might be considered as governmental members.

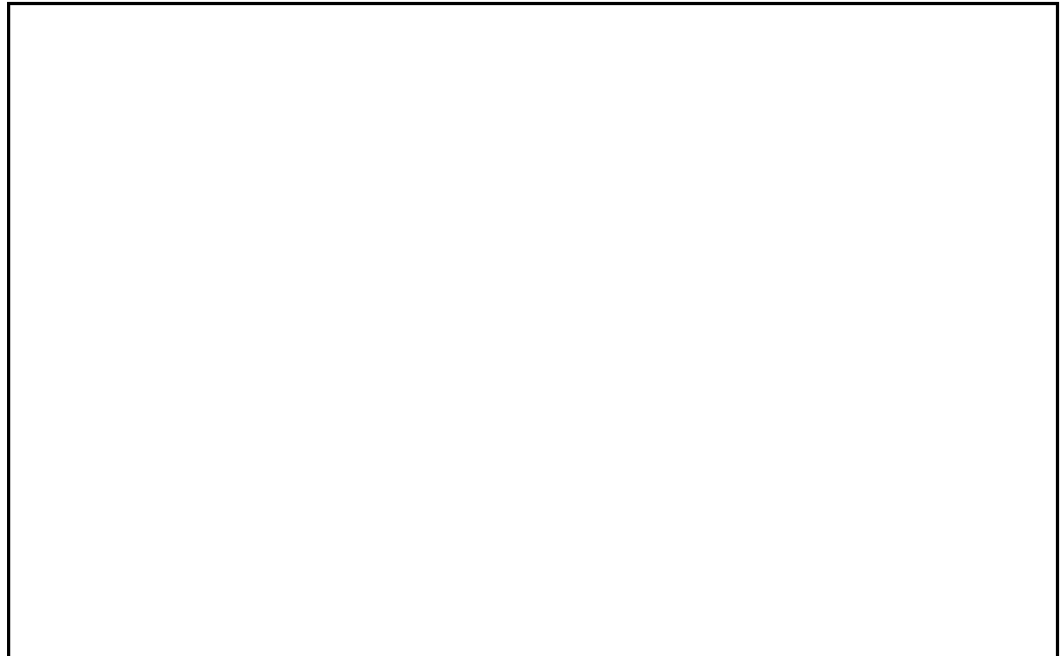
5. At the meetings we seek the advice and counsel of the Panel as to format, presentation, and more particularly substance of national intelligence estimates. The discussions may be general or on specific area or functional matters, at the election of the chairman. The membership of the Panel, which varies to an extent from year to year, is carefully considered and purposefully composed to represent many fields of competence.

6. The minutes of each set of meetings are drafted by a professional staff member of O/NE who was present at the discussions and whose area of specialization was under discussion at the time. The chairman approves the draft minutes which are usually reproduced in the form of an O/NE Staff Memorandum.

7. The activities of the Panel are entirely advisory. Any action which might be taken subsequently, in the light of its advice and suggestion, is at the discretion of the CIA chairman in consultation with his agency colleagues.

8. The Panel is at present composed of the following:

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SHERMAN KENT  
Assistant Director  
National Estimates

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4 - MAR 1959

MEMORANDUM FOR: Executive Officer, DCI

THROUGH: Deputy Director (Intelligence)

SUBJECT: Advisory Committees

REFERENCE: DCI memorandum to DD's and Inspector General  
dated 14 February 1959, subject as above

In compliance with reference memorandum, the following information is provided concerning advisory (consultant) committees utilized by the Office of Research and Reports:

1. Each advisory panel used by this Office consists of consultants, who are recognized authorities in their field, under contract to the CIA/ORR. The advisory function involves the critical review of appropriate portions of ORR intelligence research programs and of intelligence production recently completed or in progress within the Office, for which the consultants' specialized knowledge should be of value. When meeting as panels, the exchange of views among the consultants and ORR staff members frequently results in a "fresh look" at problems or identification of points previously overlooked. Frequently, members of panels individually provide consultant service both in Washington and at their own offices when problems requiring their particular area of special competence arise. As an example, the Ferrous Metals Panel has met only twice, but the members have been very helpful on other occasions when ORR officers have visited their offices. In the case of the Aircraft Industrial Advisory Panel, the members have never met as a group, but each has made his contribution either through visits to Washington or by assisting in other ways. These consultants at times broaden their area of advice by calling upon experts within their own organizations to provide details that the consultants personally do not have readily at hand.

2. The following comments are provided with respect to the criteria outlined in paragraph 3 of referenced memorandum:

a. It is felt, without reservation, that use of each ORR advisory panel is in the public interest in connection with performance of duties imposed by law.

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SUBJECT: Advisory Committees

b. Each ORR panel is solely advisory in function and decisions with respect to application of advice and guidance provided or recommendations made by each panel are made solely by senior CIA staff personnel.

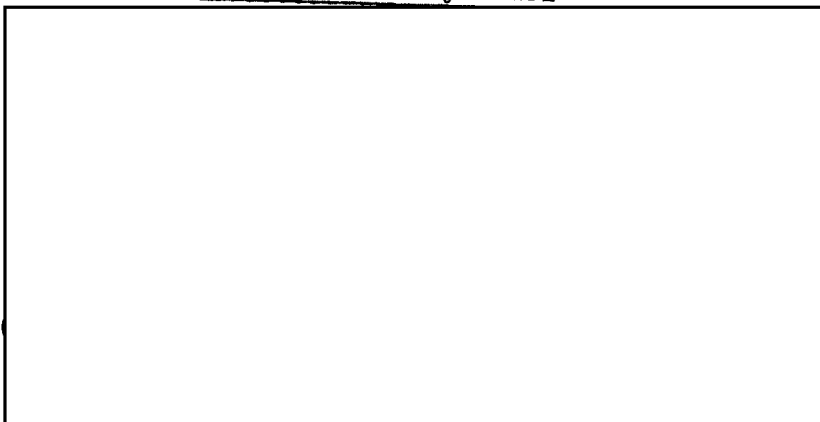
c. Each ORR advisory panel meeting is convened at the specific direction or request of senior officials of this Office, and approved in advance by the undersigned. Agenda items are determined by responsible personnel of this Office.

d. ORR advisory panel meetings are chaired by either the panel chairman or a senior ORR official. Meetings chaired by the advisory panel chairman are conducted in the presence of one or more senior ORR officials. There is no question but that senior ORR personnel maintain at all times full control of panel meetings.

e. Formal minutes of ORR advisory panel meetings are not normally kept. However, detailed reports of each meeting are prepared and submitted to the undersigned. These reports summarize the subjects discussed and conclusions reached at the panel meetings and, although not formally certified as minutes, are always prepared and signed by a senior ORR official charged with responsibility for the specific meeting in question.

3. The following advisory committees or panels are currently used by this Office in varying degrees or frequency:

a. Aircraft Industrial Advisory Panel <sup>1/</sup>



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<sup>1/</sup> Although originally established to advise this Office as a collective Panel, these individuals have never been asked to meet as a group.

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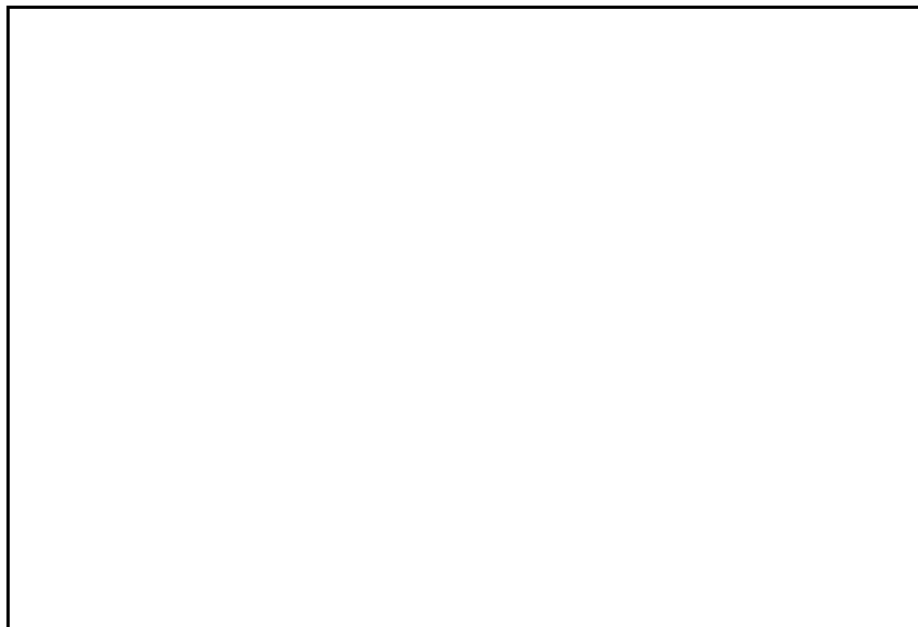
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SUBJECT: Advisory Committees



OTTO E. GUTHE  
Assistant Director  
Research and Reports

MEMORANDUM FOR: Executive Officer, DCI

THROUGH: Deputy Director (Intelligence)

SUBJECT: Advisory Committees

REFERENCES: (a) Memorandum from Asst to the DD/I (Administration),  
same subject, dated 24 Feb 1959  
(b) Memorandum from DCI to the DD/I, same subject,  
dated 14 Feb 1959

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a. Use of the [ ] survey team for the purpose of an objective study of certain aspects of PIC activities is considered in the public interest in connection with the performance of duties by the DCI imposed by law.

03/05/05 - CIA-RDP80B



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SUBJECT: Advisory Committees

c. Meetings, survey arrangements and the substance of the study are directed and provided for by responsible Agency officials.

d. Survey proceedings are conducted in the presence and at the discretion of responsible Agency officials.

e. Survey proceedings are independently accounted for in a daily log maintained by responsible Agency officials.

3. The requirement that the establishment of new advisory committees be registered in advance with the Executive Officer of the Agency has been noted and will be strictly observed in the future.



ARTHUR C. LUNDAHL

Director,  
Photographic Intelligence Center

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